



# Office of the City Clerk

Weekly Report – for Week Ending April 4, 2014

## OFFICE OF THE CITY CLERK – PROJECTS and STATUS

**Neighborhood Council Elections** – Candidate Filing and Elections continue:

Region	Qty Filed to Date	Certified	Pending	Withdrew (W) / Disqualified (D)	Starts	Ends	Election Day
Region 1	251	233	0	17W/1D	Dec 23	Jan 22	Mar 8
Region 2	126	111	0	12W/3D	Dec 16	Jan 15	Mar 1
Region 3	210	183	0	18W/9D	Dec 31	Jan 30	Mar 16
Region 4	178	154	0	24W/0D	Jan 4	Feb 3	Mar 20
Region 5	202	184	0	11W/7D	Jan 14	Feb 13	Mar 30
Region 6	195	166	0	8W/21	Jan 18	Feb 18	Apr 3
Region 7	208	181	0	11W/16	Jan 27	Feb 26	Apr 12
Region 8	210	192	13	5W/0D	Feb 10	Mar 19	Apr 26
Region 9	72	70	0	2W/0D	Feb 17	Mar 19	May 3
Region 10	121	94	20	7W/0D	Feb 24	Mar 26	May 10
Region 11	142	115	25	2W/0D	Mar 4	Apr 3	May 18
Region 12	31	29	2	0W/0D	Feb 17	Mar 24	May 6

### TOP ISSUES

- **Candidate filing for Neighborhood Council Elections has concluded.**
- **Regular City Clerk CompStat meetings have started.**
- **Council Chambers intermittent webcast problems continue.**

**CompStat** – Monthly CompStat meetings with each division have started. The frequency of meetings may be revisited as we move forward. This week, CompStat meetings were held with the Records Management Division and the Council and Public Services Division. The Interim City Clerk, the Administrative Services Division Chief and the Director of Systems attend every meeting.

**CompStat** – A test site for the PLAN-IT tracking tool was setup by the vendor for evaluation. Initial testing and review was conducted and continues. Tools and options are being considered to facilitate internal department CompStat meetings.

**Neighborhood Council Elections** – Candidate Filing for Region 11, the last of 12 regions, ended on April 3.

**City Elections** – The Write-In Candidate Filing period for the Los Angeles Unified School District (LAUSD), Board 1 Special Election began on March 10th and ends on May 20th. There were no Write-In Candidate filings during this reporting period.

**City Elections** – Ballots for the Police Department Retired Employee Member of the Board of Fire and Police Pensions Commissioners election were mailed on April 2.

**City Elections** – The Los Angeles City Employee Retirement System (LACERS) Employee Member to the Board of Administration Active Employee Member Election Day was April 3. The tally will be conducted on April 7.

**City Records Center** – Staff began testing of the web tool developed by the Systems Division for hosting the converted microfilm images of the historic City Council minutes.

**City Council Voting System Demo** – Granicus demonstrated their voting system options and tools for using iPads for agenda annotation and voting. This is a joint strategic plan item with the Information Technology Agency. The goal is to explore solutions for replacing the end of life voting system in Council Chambers.



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**Personnel** - The Personnel Section announced a Mental Health in the Workplace Training program for City Clerk Division Heads and Supervisors to be facilitated by Pacific Clinics and Advance Behavioral Healthcare to be given in April and May.

**Administrative Services** - Staff reviewed a proposed new travel administrative policy with the Office of the Controller and expedited an allocation from AB 1290 funds for CD 8 to the Foshay Learning Center in support of their participation in the FIRST Robotics competition in New York April 4-6.

**Neighborhood and Business Improvement Districts** - Staff continued to review drafts of Management District Plans and Engineer's Reports required for the renewal of the following BIDs: Downtown Industrial District, Panorama City, North Hollywood, Greater Leimert Park Village, Sherman Oaks Village, Studio City, Hollywood Media and the proposed Pacific Palisades.

On March 24, 2014, a meeting was held with a staff person of Council District 4 to discuss concerns with Hollywood Media District and expediting review with the City Attorney.

On March 28, 2014, a meeting was held with CIVITAS to discuss the Los Angeles Tourism Marketing District renewal.

## ISSUES

**Council and Committee Meeting Webcasting** - Stability problems continue with video webcast servers not starting automatically in Council Chambers.

## UPCOMING .....

**City of Long Beach Election** - The Interim City Clerk staff will observe the Long beach municipal election on Tuesday, April 8<sup>th</sup>.

**CompStat** - The CompStat meetings for the Neighborhood and Business Improvement Districts Division and the Elections Division will be held on April 10<sup>th</sup>.

**CompStat** - The CompStat meetings for the Administrative Services Division and the Systems Division will be held on April 24<sup>th</sup>.